



GUAM NATIONAL GUARD - HUMAN RESOURCES OFFICE
TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT #

TVA 13-010-A

OPEN PERIOD:

02/07/2013 – 03/06/2013

JOB TITLE:

Facility Operations Specialist (Program Management)

PAY GRADE AND SERIES:

GS-1640-11/12

PAY RANGE POTENTIAL:

\$57,408 – 89,450 + COLA

POSITION LOCATION:

Construction and Facilities Management Office
Fort Juan Muna, Harmon, Guam

APPOINTMENT TYPE: PERMANENT W/ DUAL STATUS

PROJECTED APPOINTMENT DATE: TBD

AREA OF CONSIDERATION: Open to current members of the Guam Army National Guard

PDCN #:

D1124000

MILITARY GRADE: Officer, O3 to O4

SECURITY CLEARANCE:

SECRET

COMPATIBLE AFSC: Officer, MOS 12B

SUMMARY OF DUTIES: This position is located in the ARNG Construction and Facilities Management Office, Facilities Management Branch. The primary purpose of this position is to program, manage, schedule and direct the operations, maintenance and repair, rehabilitation and improvements to ARNG facilities in a geographically separated area.

SPECIAL PLACEMENT AND POSITION FACTORS:

Payment of Permanent Change of Station (PCS): Not Authorized.

Subject to Night and/or Rotating Shifts: No

Position Requires Travel: Some, 1 to 5 days

Military Attributes: Yes

Applicants will be screened and evaluated on military attributes directly related to the compatible military position required for appointment. Areas include military bearing and appearance, leadership, teamwork, military environment and fitness, awards and decorations. These areas will be evaluated as it relates to the whole person concept. Final selection will be based on qualification, military attributes, and suitability and the best qualified individual for appointment to the federal government.

National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. Experience must be directly related to the position and must be described in the work experience section of the application. The level of experience will be determined by the actual duties and responsibilities performed.

MANDATORY CONDITIONS OF EMPLOYMENT:

Must qualify for appropriate level of security clearance for the position.

Must maintain a compatible military unit of assignment and grade.

Must wear appropriate military uniform and adhere to required grooming standards.

Must undergo Military records prescreening. Unfavorable actions or Military flagging actions may result in disqualification from employment consideration.

Acceptance of a Federal Excepted technician position may cause termination from the Selected Reserve Incentive Program (BONUS).

JOB RELATED QUALIFICATIONS and EVALUATION: Applicant must clearly identify minimum requirements, specialized job related experience and number of months. Include your civilian and military experience in separate experience blocks to include duty codes, pay grades and description of major duty assignments. If your resume does not include a narrative description of how you meet the GENERAL and SPECIALIZED experiences, you may lose consideration for this position.

GENERAL: Experience, education, or training which has provided the applicant with a knowledge of equipment maintenance work, or skill in reading engineering drawings and specifications, using test instruments, making computations, and keeping records; experience using computer and automation systems.

Facilities Operations Specialist, GS-1640-11/12, Specialized: Must have at least 36 months experience, education or training which demonstrates the knowledge of, and skill in applying, a comprehensive range of principles, concepts, and practices concerning equipment, facility, or service operations with complicated technical requirements that have no clear precedent or plan; experience overseeing and implementing a program involving the identification and resolution of difficult issues or problems; experience preparing budgets based on plans for maintenance, repair work, new construction alteration projects, replacement of existing equipment, or increase in services and processes to ensure program effectiveness.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: A maximum of 12 months of the required experience may be substituted by successful completion of undergraduate study in an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in fields directly related to the type of work of the position, (i.e. Engineering, Architecture, Industrial Arts, Property Management and Business Management/Administration.)

KNOWLEDGE, SKILL, AND ABILITIES (KSA's): The following knowledge, skills, and/or abilities will be considered in the evaluation process. Although it is not mandatory to provide a separate KSA statement, your resume must reflect how you meet the requirements of the following factors. This will allow rating officials to consider your qualifications to their fullest extent.

1. Extensive technical knowledge and human relations skill to effectively administer all facets of a complex statewide physical plant maintenance program.
2. Extensive background in construction, standard building practices and physical plant management; including construction oversight, inspection, and facility maintenance programs.
3. Comprehensive knowledge of maintenance concepts, principles, and practices concerned with planning, design, and maintenance of ARNG facilities, utilities, fire and intrusion detection, and for streets and parking facilities to include those in geographically separated areas.
4. Ability to function effectively in emergency situations and in an environment of constantly changing priorities.
5. General knowledge of electrical, mechanical and plumbing systems to be able to direct licensed personnel in their specialties.
6. Ability to read and interpret plans and specifications, to coordinate and monitor construction maintenance and repair objects, and formulate budgets.

HOW TO APPLY:

1. To apply for this position, you must do so **online through USAJOBS**, <http://www.usajobs.gov/>. Instructions are provided on the website.
2. You must submit a Resume, complete the Online Questionnaire, and provide any other documents specified in the Required Documents section of the announcement.
3. Errors or insufficient information may affect your eligibility to be minimally qualified.
4. Once your application has been received you will receive an acknowledgement email that your submission was successful. After review of your complete application is made you will be notified of your rating and/or referral to the hiring official. If further evaluation or interviews are required you will be contacted.
5. The eligibility you receive is based on your Resume, supporting documents, and responses to the Online Questionnaire that you provide. Please follow all instructions carefully.
6. **DO NOT** send/fax/courier/email any applications or resumes to the Guam National Guard Human Resources Office. **YOU MUST APPLY ONLINE.** The Human Resources Office can only process materials received through USAJOBS.

REQUIRED DOCUMENTS (Application Packet):

- Current Resume (**mandatory**)
- OF 306 Declaration for Federal Employment (**mandatory**)
- SF 144 Statement of Prior Federal Service (**mandatory**)
- Personnel Qualification Report/Record for Individual Performance (PQR/RIP) (**mandatory for current service members**)
- Transcripts, if applicable. College/Vocational school transcripts **MUST** be submitted in order to receive credit for education.
- SF 181, Ethnicity and Race Identification Form (optional)
- Miscellaneous Items (i.e., Flight Records, Bar Certification, IT Certificates, Driver Weight Class), if applicable
- SF-50/DD214-Member copy (Current or Former Competitive Employees, VEOA Eligible), if applicable

ALL APPLICATIONS MUST BE SUBMITTED BY CLOSE OF BUSINESS ON THE CLOSING DATE INDICATED ON THE JOB ANNOUNCEMENT.

**Guam National Guard - Joint Force Headquarters
Human Resources Office
430 Army Drive, Building 300, Room 113
Barrigada, Guam 96913-4421
(671) 735-0412/0464**

**VETERANS PREFERENCE DOES NOT APPLY -- SELECTIVE SERVICE REGISTRATION REQUIRED
THE GUAM NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**